

19 FEB 1965

MEMORANDUM FOR: Director of Security

**SUBJECT : Declassification and Downgrading of Records
Retained in the National Archives and Records
Service of GSA**

1. Attached is a copy of a letter from the Interdepartmental Committee on Internal Security dated 21 January 1965 addressed to the Director of Central Intelligence which concerns a proposed downgrading and declassifying of records retained by the NARS.

2. CIA participation will be accomplished through the designation of an Agency employee to work with the Archivist in determining that material which is appropriate for declassification or downgrading. It has been determined that the Office of Security will be responsible for this action. In this regard, please note the comments of L. R. Houston and R. L. Bannerman on copies of routing slips, also attached.

3. Accordingly, will you please select a person qualified to represent the Agency in this matter and, in compliance with paragraph 3 of the letter, prepare an appropriate reply for signature of the Deputy Director for Support.

4. You are requested to report to the Deputy Director for Support on the broad scope of the work to be done and, subsequently, periodically on the progress made toward completion of the job.


Deputy Special Planning Assistant to the
Deputy Director for Support

OIAB3B

Attachments:
As stated.

cc: Records Administration Officer

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